



**METROPOLITAN
TRANSPORTATION
COMMISSION**

Agenda Item No. 2c

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Memorandum

TO: Operations Committee

DATE: May 4, 2012

FR: Executive Director

W.I. 2655

RE: Hub Signage Program Contract Actions:

- i. Contract – Phase IV Construction Management Services: Ghirardelli Associates (\$195,000)
- ii. Contract Amendment – Ferry Building Real Time System: Nematode Holdings, LLC (\$160,000)
- iii. Agreement Amendment – Regional Transit Information Displays/Wayfinding Kiosks O&M: AC Transit (\$734,000)

This memorandum asks for Operations Committee approval of three separate contract actions in support of MTC's Hub Signage Program. The Hub Signage Program was established to improve transit for customers transferring between connecting transit systems at a network of 24 regional transit hubs. It aims to improve wayfinding and transit information by installing new static and real-time signs that follow a regional standard. A variety of contracts and agreements support the Hub Signage Program, some of which are the subject of today's requested actions.

i. Contract Approval – Hub Signage Program Phase IV Construction Management Services: Ghirardelli Associates (\$195,000)

Phase IV of the Hub Signage Program installs real-time displays in six regional hubs and all three features of the Program - real-time displays, transit information, and wayfinding signage – in Vallejo and the San Jose International Airport. To select a contractor, staff conducted a limited procurement using the BATA list of pre-qualified Construction Management and Design Services firms to select a firm for construction management (CM) services. Three firms were contacted for proposals: Harris & Associates, Ghirardelli Associates, and AECOM. Staff received 2 proposals, with AECOM declining to submit a proposal. Interviews were conducted with both firms, and Ghirardelli Associates is recommended based on the following ranked criteria:

1. Soundness of CM approach, project management and quality control;
2. Coordination skills in multi-stakeholder environments; and
3. Previous experience with signage oversight.

Both firms were competitive. The staff selection of Ghirardelli Associates was based upon on their previous experience with real time signage oversight and their coordination skills. Ghirardelli Associates is certified as an Underutilized Disadvantaged Business Enterprise (UDBE) and a Small Business Enterprise (SBE).

Staff recommends that the Committee authorize the Executive Director or his designee to negotiate and enter into a contract with Ghirardelli Associates in the amount of \$195,000 to provide Construction Management Services to support Phase IV of the Hub Signage Program.

ii. Contract Amendment – Ferry Building Real Time System: Nematode Holdings, LLC (\$160,000)

In October 2010, MTC entered into a sole source contract with Nematode Holdings, LLC to install a real time system at the San Francisco Ferry Building. The sole source approval was based on the unique position of Nematode's Bay Crossings store as the only outlet in the Ferry Building providing transportation information to the public, including existing display screens providing schedule information for ferries. Under the original contract in the amount of \$55,000, additional displays were to be added inside the Ferry Building, with all displays to be connected to MTC's 511 real time system to provide real time predictions for transit services in the vicinity of the Ferry Building. Development of the installation plan for the real time system has resulted in a change in the sign type to be installed, and as a result, a contract amendment of \$160,000 is needed to cover the additional cost to purchase, engineer and install the new sign type, bringing the total contract authorization to \$215,000. Under the revised scope of work, the new sign and supporting software will cost \$106,000, and engineering and installation will cost \$63,500 – not to mention other related costs like permits, project management and contingency. The preferred sign type of Ferry Building stakeholders is a classic "flap" sign that is most often found in East Coast and European train stations (see Attachment 1: "Flap" Sign Examples). The "flap" sign, while classic, will display current 511 real time predictions delivered electronically. Overall, this will be a signature sign in keeping with Ferry Building's historic nature, and will be installed prior to the 2013 America's Cup race.

Staff recommends that the Committee authorize the Executive Director or his designee to negotiate and enter into a contract amendment with Nematode to provide an additional \$160,000 for the purchase and installation of the "flap" sign and to extend the contract through March 31, 2013.

iii. Agreement Amendment – Regional Transit Information Displays/Wayfinding Kiosks O&M: AC Transit (\$734,000)

In July 2009, MTC entered into an agreement with AC Transit in the amount of \$518,000 to provide regular information updates to and light maintenance of transit information displays and wayfinding kiosks installed through MTC's Hub Signage Program. The work done by AC Transit under this agreement on behalf of the region has been satisfactory to date. Their project manager and staff have been responsive in coordinating with the various operators that provide transit route, schedule and fare information featured on the transit information displays and wayfinding kiosks. The current agreement expires June 30, 2012.

Staff recommends that the Committee authorize the Executive Director or his designee to negotiate and enter into an agreement amendment with AC Transit to add \$734,000 to the agreement and to extend their work through June 30, 2015.



Steve Heminger

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract

Work Item No.: 2655

Contractor: Ghirardelli Associates

Project Title: Hub Signage Program Phase IV Construction Management Services

Purpose of Project: To provide full Construction Management services for Phase IV of the Hub Signage Program.

Brief Scope of Work: Contractor shall provide onsite management including inspection and resident engineering; manage the Submittal, Requests for Information (RFI), and Contract Change Order (CCO) processes; lead meetings and stakeholder coordination; and provide full documentation.

Project Cost Not to Exceed: \$195,000

Funding Source: Prop. 1B

Fiscal Impact: Funds are included in the FY 2011-12 agency budget.

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract with Ghirardelli Associates for the purposes described herein and in the Executive Director's memorandum dated May 4, 2012, and the Chief Financial Officer is authorized to set aside funds up to \$195,000 for such contract.

Operations Committee:

Jake Mackenzie, Chair

Approved:

Date: May 11, 2012

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Contract Amendment

Work Item No.: 2655

Contractor: Nematode Holdings, LLC
San Francisco, CA

Project Title: Ferry Building Real Time System

Purpose of Project: To provide transit users with real-time information for the ferries and other transit services operating in the vicinity of the San Francisco Ferry Building.

Brief Scope of Work: Contractor shall procure and install a real time “flap” sign at the Ferry Building, connecting it and the other existing displays at Bay Crossings’ storefront to the 511 real time transit system.

Project Cost Not to Exceed: \$160,000 (this amendment)
Total contract including amendments before this amendment = \$55,000
Total authorized contract amount with this action = \$215,000

Funding Source: Regional Measure 2 Capital and Prop. 1B

Fiscal Impact: Funds are included in the FY 2011-12 agency budget.

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Nematode Holdings, LLC for the purposes described herein and in the Executive Director’s memorandum dated May 4, 2012, and the Chief Financial Officer is authorized to set aside funds up to \$160,000 for such amendment.

Operations Committee:

Jake Mackenzie, Chair

Approved: Date: May 11, 2012

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Agreement Amendment

Work Item No.: 2655

Agency: AC Transit
Oakland, CA

Project Title: Regional Transit Information Displays/Wayfinding Kiosks
O&M

Purpose of Project: To ensure that transit information signs at 24 regional transit hubs are kept current and in good working order for a 3-year period through FY 2014/15.

Brief Scope of Work: Coordinate with transit agencies to identify changes in transit fare, schedule and route information. Regularly update printed information and post inside transit information displays and wayfinding kiosks. Perform light maintenance and cleaning of signs.

Project Cost Not to Exceed: \$734,000 – this amendment
Total agreement before this amendment = \$518,000
Total authorized agreement after this amendment = \$1,252,000

Funding Source: State Transit Assistance (STA) via direct allocation to AC Transit.

Fiscal Impact: Subject to annual approval by Programming and Allocations Committee of direct allocation of STA funds to AC Transit.

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into an agreement amendment with AC Transit for the purposes described herein and in the Executive Director's memorandum dated May 4, 2012.

Operations Committee:

Jake Mackenzie, Chair

Approved: Date: May 11, 2012